



YOUTH COMMUNITY CORRECTIONS BUREAU STANDARD OPERATING PROCEDURES

Procedure No.: YCC 60-18	Subject: YOUTH INFORMANTS
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Applicable ACA Standards:	Revision Date: 01-09-06, 11-23-07
Signature: /s/ Karen Duncan	Effective Date: 02-10-04
Signature: /s/ Steve Gibson	

I. BUREAU DIRECTIVE:

The Youth Community Corrections (YCC) Bureau employees will follow procedures that encourage a cooperative working relationship with law enforcement, relative to youth providing information. This procedure will be reviewed annually and updated as needed.

II. DEFINITIONS:

Informant Waiver: - an agreement between the youth (approved by the parent/guardian) the Juvenile Parole Officer (JPO) and the Youth Community Corrections Bureau Chief, as well as law enforcement. This agreement outlines the expectations of a youth while they are acting as a law enforcement informant. It also releases the DOC and others, relative to any liability pertaining to the actions of the youth. Refer to [YCC 60-18 \(A\), Confidential Agreement and Waiver](#)

Informant - a youth who, on a limited basis, willingly and with the approval of their parent/guardian, provides confidential information to qualified law enforcement officials.

Operative: - an individual who willingly cooperates with law enforcement to the extent that they actively engage in “controlled enforcement” activities that would ordinarily be considered a violation of the law. (A youth WILL NOT be an operative.)

III. PROCEDURES:

- A. Youth are limited to only providing information to officials and may not function as an operative. The extent of this relationship with law enforcement is contingent upon whether the assistance to be rendered is in the best interest of all concerned. This arrangement must meet parent/guardian approval.
- B. The Division does not encourage the active recruitment of youth by DOC staff to work with law enforcement. While acting as an informant the youth must abide by all conditions of parole. The JPO may, at any time, with cause, terminate the youth’s role as an informant with law enforcement.

C. STEPS:

RESPONSIBILITY:

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| 1. | Request from law enforcement received, considered by JPO and referred to the YCC Bureau Chief. (Approved or disapproved) | JPO |
| 2. | If approved by YCC Bureau Chief, then youth, parent/guardian, JPO and law enforcement meet to review informant procedure. | JPO |
| 3. | Waiver read, explained and signed with expiration date. Copies provided to all. | JPO |
| 4. | Receives reports from law enforcement as appropriate. | JPO |

IV. CLOSING:

Questions concerning this procedure shall be addressed to the Youth Community Corrections Bureau Chief.

V. REFERENCES:

[53-1-203, M.C.A.](#) [Powers and Duties of Department of Corrections](#)

VI. ATTACHMENTS:

[YCC 60-18\(A\) Confidential Agreement and Waiver](#)